

MEMORANDUM FOR: Director of Logistics

FROM:

[REDACTED]

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Chief, Plans and Programs Staff, OL

SUBJECT:

Copier Management Consolidation

1. The Deputy Director for Administration (DDA) has called upon the other Deputy Directors and the Comptroller to consider a proposal for the consolidation of Agency copier management within the Printing and Photography Division (P&PD) of the Office of Logistics. In anticipation of their approval, [REDACTED] of P&PD has drafted the attached revision of

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[REDACTED]

With your concurrence, the Plans and Programs Staff (P&PS) will

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forward the revision to Records Control Division for publication.

2. The other attachment is a memorandum for your signature to the Office of Information Services recommending a revision of [REDACTED]

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[REDACTED]

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MEMORANDUM FOR: Director of Information Services

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Copier Management Consolidation

REFERENCE: Multi adse memo fm DDA, dtd 9 Apr 81,  
same subject (OL 1 1332)

1. Having received approval from the recipients of the referent memorandum, the Office of Logistics is in the process of implementing the copier management consolidation program.

2. Attached for your information is a draft revision of the portion of  dealing with copier management. In reviewing the Headquarters Regulations on the subject, we noted that one of your regulations,  addresses the "Copy Management Function." Perhaps this paragraph should be revised to limit the scope of responsibility to the control of the copying of material and not the control of copiers. STAT

3. Should you have any questions in this regard, please contact  Chief, Plans and Programs Staff, Office of Logistics on STAT

James H. McDonald